



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

Date: 4/1/2013	Interviewer: Laura Eckert	RFA #13 – 16-A
Name of Person Requesting Assistance: [REDACTED]		
Contact Numbers (telephone, e-mail, etc.): [REDACTED]		
Status of Person(s) Interviewed (title, position, student status, etc.): Returning student		
Requested Assistance Pertaining To (name, position, policy, project, etc.) Department run-around, whistleblower retaliation		

To the best of your knowledge, please fill out the following:

Interviewee Status: Male ☒ Female ☐ Administrator ☐ Faculty ☐ Staff ☐ Student ☒
 Concern Regarding: Male ☒ Female ☐ Administrator ☐ Faculty ☒ Staff ☐ Student ☐

Category: *(Please check at least one)*

- | | | | | |
|--|--|---|-------------------------------------|---|
| <input type="checkbox"/> Age | <input type="checkbox"/> Color | <input type="checkbox"/> Creed | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status |
| <input type="checkbox"/> Marital Status | <input type="checkbox"/> National Origin | <input type="checkbox"/> Race | <input type="checkbox"/> Religion | <input checked="" type="checkbox"/> Retaliation |
| <input type="checkbox"/> Sex/Gender | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression | | | | |

Time Line		
Date	Item	Comments
4/1/2013	[REDACTED] met w/ LE	Stopped by EO Office and scheduled appointment for Wednesday with Laura.
4/3/2013	LE intake w/ [REDACTED]	See notes below.
4/14/2013	LE t/c w/ [REDACTED]	
4/17/2013	SGS t/c w/ [REDACTED]	

4/18/2013	SGS interview w/ [REDACTED]	
4/23/2013	SGS interview w/ [REDACTED]	
5/1/2013	LE t/c w/ [REDACTED]	Update EO on [REDACTED] meeting w/ [REDACTED].
5/1/2013	LE t/c w/ [REDACTED]	
5/2/2013	SGS & LE interview w/ [REDACTED]	
5/7 & 8 2013	LE interview w/ [REDACTED]	
5/10/13	LE email to [REDACTED]	Touching base, still working on broader issues, will get back to you late next week email
5/10/13	t/c to [REDACTED]	Left message, please call (want to provide update- met with [REDACTED] and [REDACTED], will meet with [REDACTED] on Monday, want to schedule time to meet with him mid/end of next week)
5 6 13	LE t/c to [REDACTED]	Left message, please call to schedule appt
5/13/13	LE and SGS	Interview with [REDACTED]
5/15/13	LE and SGS	Interview with [REDACTED]
5/16 & 5/17/13	LE SGS and [REDACTED]	Follow up
5/22/13	LE and SGS	Interview with [REDACTED]
5/24/13	LE & SGS mtg [REDACTED]	Review complaint, "take away ideas" for [REDACTED]
5/28	LE email to [REDACTED]	Email pls call Called back: No finding of discrimination relating to [REDACTED] Lessons learned all around, if another issue with student with [REDACTED], call EO, here to assist, no retaliation, stay away from joking related to protected characteristics

5/28	LE t/c [REDACTED] [REDACTED]	No finding of discrimination relating to [REDACTED]. Lessons learned all around, if another issue with student with [REDACTED], call EO, here to assist, no retaliation, stay away from joking related to protected characteristics, appreciate you meeting with student
5/28, 5/29, 5/30, 5/31	LE t/c [REDACTED] [REDACTED]	Lm, pls call Call back, lm LE called cell, lm 2 calls back LE call No finding of discrimination. Lessons learned all around, if another issue with student with [REDACTED] call EO, here to assist, no retaliation, encourage you to work with [REDACTED] on faculty/DRS interface. [REDACTED] had suggestion of creating troubleshooting list for computer problems. He will work with [REDACTED].
5/28	LE t/ [REDACTED] [REDACTED]	No finding of discrimination re [REDACTED]. Lessons learned all around, if another issue with student with [REDACTED], call EO, here to assist, no retaliation